

Minnesota Library Association Board Meeting Minutes

Friday, March 15, 2013

10:00 AM – 12:00 PM

MELSA | 1619 Dayton Avenue, Suite 320 | St. Paul, MN 55104

Present: Kirsten Clark, Anna Hulseberg, Kristen Mastel, Carla Urban, Michele McGraw, Amy Springer, Carla Powers, Delane James, Mark Ranum, Judy Schotzko, Pat Steiger (staff)

Guest: Mike Cibulka

Absent: Ben Trapskin

1. **Call to Order** Mastel called the meeting to order at 10:04 am.
2. **Welcome and Introduction** Mastel introduced Mike Cibulka, President of Ampere! and asked members to introduced themselves.
3. **Adoption of Agenda** **Ranum moved to approve the agenda; Urban seconded;** Mastel requested to add 7.2 Maud Hart Lovelace Book Award and 7.3 MCN Technology & Communications Conference to the agenda. **Hearing no further discussion – Motion passed.**
4. **Approval of February 15, 2013 Minutes** Hulseberg noted that her name was misspelled throughout and James noted that her last name was recorded as Smith in attendees. Corrections will be made. **Clark moved and Hulseberg seconded; Motion passed.**
5. **Financial Report (Hulseberg)**
 - 5.1. **Monthly Reports** The revised February Financials were sent prior to the meeting. Hulseberg noted that the revenue allocation in DLRT should be transferred to DRT. DLRT and LMRT should be removed from the report; both subunits are no longer active. Revenue was \$21,253 for the first 2 months of 2013 and expenses were \$21,538; a \$285 net loss. Largest expenses were professional fees, contract administration and travel. **Hulseberg moved to accept the monthly financials and Springer seconded – Motion passed.**
 - 5.2. **Legislative Printing Expense.** Ranum inquired about printing costs and the legislative budget. In the past this expense has been absorbed by one of the regional libraries. This year the cost for this will be between \$700-\$800. Costs involve copying, toner, paper and supplies. Members discussed MLA absorbing this cost. **Ranum moved that the MLA authorize up to \$700 in legislative copy expense; Urban seconded – Motion passed.**
 - 5.3. **Financial Q & A with Ampere!** was postponed due to the transition of new Ampere! Finance Director Kristen Mclean who will be replacing Vince Trovato. Cibulka noted Kristen comes highly recommended. She will attend the April meeting for the Q & A session. Follow up will be needed on access to the Bremer accounts, 2012 tax filing extension and the RFP for an audit. Hulseberg also reported that Trovato recommended closing a small Bremer savings account and transferring the money to the Bremer account. **Hulseberg moved to consolidate the account and McGraw seconded it – Motion passed.**

6. Reports

Ranum reported that a list of bills was distributed yesterday. Funding for ongoing telecommunications programs is stable. Minitex funding is not gaining traction; there is a hearing set in Senate next week but need testifiers from higher education. A student testifier is a possibility. A statewide online homework help resource appears to be gaining traction. The privacy bill is being heard in the House and Senate today but there is some push back because some do not see the need for additional language. Legacy funds look stable but trying to hold on to the same dollars. There is talk of distributing the funds through the Arts Board as grants. The goal is to secure the funds and rewrite policy language to adjust the distribution formula and address issues raised in the legislative audit. The Digital Library funds look ok. There is a need for a testifier. If Minitex does not receive funding there will be a distinct loss of services. There has been a request to set aside \$3 million for Library Construction and Accessibility grants in the \$750 million bonding bill.

Ranum moved that the MLA Board approve the addition of a \$3 million Library Construction and Accessibility grant to the MLA legislative platform. James seconded it – Motion passed.

6.1.1. Press Release/Communications – policy discussion

Currently there is no defined policy in place regarding press releases on legislation that affects libraries. Suggestion that MLA develop a policy to send a press release to a legislator's district when legislation affecting libraries is sponsored. This will be taken up at a subsequent meeting.

6.2. President's Report (Mastel)

The Round-up - included a thank you to new and renewing members. MLA has already received positive feedback from this addition.

Table Top Display – was discussed by the Communications and Membership Committees.

Great to See You – Membership Committee is pursuing campaign to encourage people to add photos to the website, and other social media; may be photo opportunity at ARLD.

DORT – Amelia Snetting has been added as co-chair. They are working on a presentation that would be open to membership at St. Kate's.

Dot.org Award - nomination was submitted for the updated website using Drupal.

2012 Member Contributions - thank you cards to members contributing general operating and lobbyist funds to MLA in 2012.

MLTA Brochure– Judy and Amy worked with Kendra on revising the Trustees brochure.

Annual Conference – 2013 Conference planning and documentation in process; negotiating a 2014 conference contract for location in Mankato.

MLA Legislative Day – was held March 6th.

6.2.1. Association Management RFP Process

Mastel noted that the contract with Ampere! will expire at the end of 2013. A process and RFP will be needed; the former RFP and process can be used for guidance. Hulseberg and McGraw volunteered to assist Mastel with the process. Steiger will work with Ampere! to gather additional information.

6.2.2. Lobbyist RFP Process

An RFP hasn't been completed for a while. A satisfaction survey is due and a follow up on timing needed. McGraw and Urban will network with other partners who support the lobbyist contract. Mastel will pull an initial group together to set up expectations and to narrow it down to a working group. Review of individual organization contributions will be completed.

6.3. Executive Director's Report - Steiger reported that she will be working with staff to review how time was allocated to services over the past contract year. This information will be shared along with recommendations for the upcoming contract year. She noted that we are working to refine our use of data so that we can assist Board members in developing strategies in how best to use the data to grow the membership.

6.4. Legislative Report (Ranum) (moved to 6.1)

6.5. ALA Chapter Councilor Report (Trapskin)

6.5.1 ALA request for 2014 Emerging Leaders Sponsorship

Looking at how people are getting to this and meeting the criteria. Follow up with Trapskin needed.

6.6. MLA Liaisons' Report (McGraw)

6.6.1 MILE - There are 25 applicants and registration for the retreat is underway. Funding is expected from State Library; anticipating additional revenue of \$3500 to enhance the event with additional speakers. There was discussion about rescheduling the May Board meeting because some Board members will be at the event. For now the May Board meeting date will remain as planned.

6.6.2. No activity to report on from St. Kate's or the State Library

6.7. ARLD Report – Springer reported that today is the first ARLD dialog in Duluth; 9 people registered. There are three ARLD Day tracks: resources, teaching and advocacy. Innovators award nominations were submitted. Prize is \$300. There was a question about funds for Chairs to attend the ACRL /ALA conference. A reimbursement request must be completed and submitted.

- 6.7 PLD Report - James reported that PLD leadership met via GoToMeeting on February 25, and the membership met in person and virtually on March 5. The division is using a Facebook page, rather than a listserv, as a communication tool. There was discussion at the membership meeting about a preconference to precede the MLA conference this fall. A possible presenter would be Valerie Gross or Pat Losinski. There was discussion about attendance, logistical issues, and whether a preconference is feasible for this year. There was a suggestion that CRPSLA may be willing to sponsor a PLD day. Follow up is needed.
- 6.8 MLTA/MALF - Schotzko presented the MLTA brochure which was developed with the assistance of Kendra from Ampere! It does meet MLA guidelines. Currently looking at printing costs; there is \$365 in the budget for this. Looking for venues to distribute – possibly at a CRPSLA booth at the counties conference.

7. Update on Activities

- 7.1 Logo Update – Clark reported that three finalists were selected out of 18. Have met with two of them and scheduled a meeting next week with the third. Will bring finalist selection to April Board meeting.
- 7.2 Maud Hart Lovelace Book Award – Mastel presented information that MLA has sponsored in the past and it is budgeted. **Mastel made a motion to approve \$200 for award and Clark seconded it – Motion passed.**
- 7.3 Technology and Communications Conference – Mastel presented information on the upcoming MCN Technology Conference and asked if MLA should consider sending a communications committee member. Topics are of growing relevance however it is not a budgeted expense and the cost is \$199. **Kirsten moved that MLA spend \$200 to send a member of the Communications committee; Urban seconded it. – Motion passed.**

8. Adjournment 11:57am.

Next meeting: Friday, April 19, 10:00am – 12:00pm, MELSA

* *Materials distributed to board prior to meeting in board packet*

** *Materials distributed to board under separate cover*

Board Meeting Round UP eBlast Schedule

January – Kristen	April – Anna	July – Carla	October - Ben
February – Kristen	May – Amy	August – Judy	November – Delane
March – Kirsten	June – Mark	September – Michele	December – Carla